

# Traffic Impact Analysis – Submittal Checklist

---

## **1. All TIA Analysis Category's Submission Requirements for Level 1 Administrative Review**

- 1.1. Project Title, Date, Engineer's Seal, and Analysis Category clearly shown on Cover Page
- 1.2. 3 Bound hard copies and one electronic copy submitted
- 1.3. Payment received appropriate with Analysis Category, see current published review fee schedule

## **2. Analysis Category 0 –Very Small Developments – Level 2 Administrative Review**

A traffic impact analysis may be required for developments that generate fewer than 100 peak hour directional trips. The requirement will be based on existing or anticipated special conditions or traffic problems near the site that may be aggravated by the development. The analysis shall address the impact of the development with respect to these conditions.

- 2.1. Project Description
  - 2.1.1. Project Description
- 2.2. Project Traffic
  - 2.2.1. Site Traffic.

## **3. Analysis Category 1 – Small Developments – Level 2 Administrative Review**

A Category 1 analysis is required for developments that generate between 100 and 500 peak hour trips. The analysis will generally focus on site access and the impact of the development on the adjacent circulation network.

- 3.1. Introduction
- 3.2. Project Description
- 3.3. Study Area Conditions
  - 3.3.1. Existing and Anticipated Land Use
  - 3.3.2. Existing and Future Roadway System
- 3.4. Projected Traffic
  - 3.4.1. Site Traffic
  - 3.4.2. Non-Site Traffic
  - 3.4.3. Total Traffic
- 3.5. Traffic and Improvement Analysis
  - 3.5.1. Site Access
  - 3.5.2. Level of Service Analysis
  - 3.5.3. Roadway Improvements
  - 3.5.4. Driveway Operational Analysis
  - 3.5.5. Alternate Mode Analysis
  - 3.5.6. Traffic Control Needs
  - 3.5.7. Traffic Signal Needs
  - 3.5.8. Conclusions

## **4. Analysis Category 2-Moderate, 2 – Large, 2 – Multi-Phased – Level 2 Administrative Review**

A Category 2 analysis is required for developments that generate more than 500 peak hour trips. The analysis will cover the circulation system within the influence area of the development and may include analysis at different future stages of the project.

# Traffic Impact Analysis – Submittal Checklist

---

- 4.1. Introduction
  - 4.1.1. Executive Summary
- 4.2. Project Description
  - 4.2.1. Site Plan
  - 4.2.2. Phasing and Timing
- 4.3. Study Area Conditions
  - 4.3.1. Existing and Anticipated Land Use
  - 4.3.2. Existing and Future Roadway System
- 4.4. Existing Operations
  - 4.4.1. Roadway Conditions and Traffic Controls
  - 4.4.2. Alternate Modes
  - 4.4.3. Traffic Volumes
  - 4.4.4. Level of Service
  - 4.4.5. Safety
- 4.5. Projected Traffic
  - 4.5.1. Site Traffic
  - 4.5.2. Non-Site Traffic
  - 4.5.3. Total Traffic
- 4.6. Traffic and Improvement Analysis
  - 4.6.1. Site Access
  - 4.6.2. Level of Service Analysis
  - 4.6.3. Roadway Improvements
  - 4.6.4. Driveway Operational Analysis
  - 4.6.5. Alternate Modes
  - 4.6.6. Traffic Control Needs
  - 4.6.7. Traffic Signal Needs
- 4.7. Conclusions
- 4.8. Recommendations
- 4.9. Appendices